

CHAIRMAN: Natasha Halliday
TREASURER: Sharyn Hall
SECRETARY: Nicola Hodder

Tringham Hall, Benner Lane, West End, Woking, Surrey, GU24 9JP
Tel: 07517038697
Website: www.tringham-preschool.org
E-mail: tringhampre-school@hotmail.co.uk



29th Feb 2024

Tringham Pre-School 2nd AGM Meeting, following abortive meeting of the 22nd February 2024, where a quorum was not achieved.

Agenda and Meeting minutes

- Welcome and introductions from Natasha
- Attendance & Apologies

Attendance:

Natasha Halliday
Sharyn Hall
Nicola Hodder
Heliana Bedoya
Kelly Robinson
Justina Kamminska
Gasia Malgoizeta
Daniella Adamachi

Apologies for absence from:

Sarita Manning
Angelita Aloysius

- 'The Constitution' 2024 – Agreed with no changes for current unincorporated charity
- AGM Reports review:

Distributed ahead of meetings:

- Manager's Report – including admissions
- Chairperson's Report

Delivered during meeting:

- Treasurer's Report & recommendation for 6% pay rise across the board.
- Questions taken – none to record
- Decisions – pay rise of 6% agreed from 1st April (in line with minimum pay rise)
- Decision – Staff members to be recruited must be qualified, to ensure that only one unqualified is employed at any time.
- Discuss and agree new organisational structure

Peter Fry (accountant) report read out; Natasha outlined the four options and relayed information from Early Years Alliance Law Call solicitor:

- CLG (Recommended by Accountant)
- CIO (Recommended by EYA)
- CIC (not a charity)



- Complete closure (Least desirable)
- Voting:
 - Vote for current committee to close Pre-School in current 'unincorporated' iteration: Carried, unanimous, 8 votes/ 0
 - Vote on new structure: Result, unanimous: Carried, 8 votes/0 to open new entity as an **CIO, all other structures voted against 8 vote / 0.**
 - Motion: Use a solicitor/accountant to start the CIO and use a consultant to perform the actions needed for the Preschool to physically open to parents after Easter, i.e. All operational concerns; Ofsted, Council applications. Vote taken: Carried, 8 votes/0
 - Motion: to bring Hannah Nicolson in to fulfil Operational concerns above and existing committee to find a solicitor/ accountant to prepare paperwork for CIO opening. Result, unanimous: 8 votes/0 to action this. NB- to go forward, a new committee must be formed to be included in the formation of the new CIO. Current committee not prepared to join CIO in any capacity.

Final comment on this- existing committee keen that new committee be ready to open after Easter. Old organisation will close at Easter. Ofsted, funding etc. must be in place, for New-co by then.

- Resignation and Election/Re-Election of Committee Members.
 - Existing committee resigned, subject to shutting current unincorporated charity (no individuals will stand to join existing entity due to concerns over structure).
 - New committee sought for CIO to begin for summer term:
 - Two parents have agreed to join the committee, but not agreed to become trustees to Charities Commission (as yet) as wish to review what this entails:
 - Heliana (joint secretary – non charities commission)
 - Daniella – non charities commission
 - For CIO: There is a requirement of a minimum of 3 trustees required to take on, unnamed roles, covering:
 - Chairperson duties
 - Vice-Chair duties
 - Treasurer duties
 - Vice-Treasurer duties
 - Secretary (officer) duties

Other points/ agreements made for noting here:

- For CIO – the liability to be limited to £1 per trustee as concerns over liability raised
 - All trustees have the same liability and legal and Ofsted responsibilities must be met, with appropriate names on Ofsted registration.
- Agree dates hand over of Chairperson – dates, folders, informing OFSTED etc.
 - **Date not agreed** as yet as no committee members have agreed to join but must be during the Easter holidays*
- **N.B: Date must be between pre-school closing for Easter 2024 and reopening before start of summer term 2024**
- As no further volunteers to join committee, discussion ensued regarding other options to provide contingency, if committee can't be formed:

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- Natasha to check with EYA to discover if we can change the 60% rule- the proportion of parents needed on committee, so we can widen the search for trustees to include pensioners and other community people.
- Old committee reaching out to council, school, and other parties for help to ensure the continuation of pre-school.
- Old committee to continue running pre-school until New Committee is ready to take over at Easter 2024.

- AOB

- No further items raised

- Date for next AGM was not confirmed as will be dependent on the new CIO being in place and new entity being created.

*Once agreed - we must inform the Charities Commission, banking, OFSTED, Disclosure services and CIO data within 2 weeks so that official documents can be changed.

- **Next AGM date: TBC**

Tringham Pre-School

Unaudited Financial Statements for the Year Ended 31 August 2023

P.G. Fry & Company
Chartered Accountants
Hatherley House
Bisley Green
Bisley
Woking
Surrey
GU24 9EW

Tringham Pre-School

Contents of the Financial Statements

for the Year Ended 31 August 2023

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Registered Office
Tringham Pre-School
Tringham Hall
Benner Lane
Woking
Surrey
GU24 9JP

Tringham Pre-School

Statement of accounts
for the Year Ended 31 August 2023

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the members of	Tringham Pre-School,
Registered charity number	1026174
On accounts for the period ended	31st August 2023
Respective responsibilities of trustees and examiner	As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.
Basis of independent examiner's statement	My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.
Independent examiner's statement	In connection with my examination, no matter has come to my attention: (1) which gives me reasonable cause to believe that in any material respect the requirements <ul style="list-style-type: none">• to keep accounting records in accordance with section 41 of the Act; and• to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act. have not been met; or (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Peter Fry

P.G.Fry FCA

24th March 2024

Tringham Pre-school

Receipts and Payments Account
for the Year Ended 31 August 2023

	31/8/23		31/8/22	
	£	£	£	£
Operational Revenue				
Funding Surrey County Council	84,104		73,863	
Parent Fees	21,007		24,563	
Donations received	<u>3,495</u>		<u>6,617</u>	
		108,606		105,043
Cost of sales				
Consumables	1,771		803	
Wages	93,691		83,645	
Pension	1,774		1,531	
Temporary Staff	<u>1,468</u>		<u>236</u>	
		<u>98,704</u>		<u>86,197</u>
GROSS PROFIT		9,902		18,846
Establishment costs				
Hall rental	7,911		11,245	
Insurance	<u>716</u>		<u>695</u>	
		<u>8,627</u>		<u>11,940</u>
		1,275		6,906
Administrative expenses				
Website	-		-	
Training	-		100	
DBS Checks	-		207	
ICO	35		35	
Subscriptions	310		245	
Printing and Stationary	331		-	
Repairs and Renewals	468		-	
Expenses	360		-	
Advertising	-		1,200	
Consultancy	1,613		2,244	
Accountancy	1,218		1,530	
Interest payable	<u>692</u>		<u>-</u>	
		<u>5,027</u>		<u>5,561</u>
NET (DEFICIT)/SURPLUS		<u>(3,752)</u>		<u>1,345</u>

Tringham Pre School

Statement of Assets and Liabilities
31 August 2023

	31.8.23	31.8.22
	£	£
CURRENT ASSETS		
Cash at bank	62,339	83,318
Debtors	—	<u>4,470</u>
TOTAL ASSETS	62,339	87,788
CREDITORS		
Amounts falling due within one year	<u>(2,466)</u>	<u>(24,163)</u>
NET CURRENT ASSETS	<u>59,873</u>	<u>63,625</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>59,873</u>	<u>63,625</u>
RESERVES		
Opening balance brought forward	63,625	62,250
Current Year	<u>(3,752)</u>	<u>1,375</u>
	<u>59,873</u>	<u>63,625</u>

I approve the financial statements and confirm that I have made available all relevant records and information for their preparation

N. Halliday Trustee

B. Kelly Treasurer

Date 14th March 2024

Tringham Pre-School

Statement of accounts
for the Year Ended 31 August 2023

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